

Pender Island Public Library Association  
Board of Trustees Meeting Agenda  
4407 Bedwell Harbour Rd., Pender Island BC  
February 28, 2024

**Mission:** Provide access to a range of library resources to support the diverse needs of our community.

**Vision:** Be a dynamic and welcoming centre where all can learn, discover, explore and connect.

**Guiding Principles:** Respect, Responsive to change, Collaboration, Service.

In attendance (Trustees unless noted): Laura Vilness, Joanne Peacock, Dianne Wilson, Cee Cartwright-Owers, Ralph Dawson, Lori Ragan (via Zoom), Sarah Stacy (member), Colette Clarke (minute taker)

Absent: Carmen Oleskevich (Library Director)

1. Call to order at 9:34 am

*"We acknowledge we meet on S,DÁYES part of the ancestral and unceded lands of the SENĆOTEN speaking WSÁNEĆ First Nations."*

Trustees were introduced for the attending member.

2. Approval of agenda

**Motion** to approve the agenda as circulated by D. Wilson, seconded by R. Dawson, carried.

3. Consent Agenda

3.1 Past Minutes, January 24, 2023

3.2 Library Director's report

**Motion** to approve items from consent agenda by J. Peacock, seconded by L. Ragan, carried.

4. Committee Reports

4.1 Board Development: Trustee recruitment has been successful and will be discussed in-camera; vetting process discussed, emphasizing meeting attendance and email/computer skills.

4.2 OHS & Accessibility: C. Cartwright-Owers and C. Oleskevich met in Feb. 2024 to discuss BC Accessibility Act requirements and a manageable PIPL commitment; looking for committee membership, recruiting community member(s) with experience of accessibility needs; local needs may focus on patrons experiencing stages of dementia.

4.3 Finance: 2023 Financial statements have been prepared and received from accountant Schell & Assoc.; Finance Cmt. will meet prior to AGM to review. R. Dawson indicated that 2023 4<sup>th</sup> quarter report (internal) has not been completed yet. Discussion on how Southern Gulf Island Library Commission (SGILC) and PIPL finances are structured.

4.4 Policy: Privacy Policy has been expanded to meet new FOIPPA requirements for public libraries; discussion on access to data in Sitka library system, patron privacy, and how SGI libraries use and circulate data. Board would like to recognize the amount of work that C. Oleskevich has put forth in researching and presenting this updated policy.

**Motion** to accept the updated Privacy Policy (Operations) as circulated by R. Dawson, seconded by J. Peacock, carried.

5. Other Business

5.1 AGM 2024: to be held March 13 at 9:30 a.m. at Library and by Zoom; preparations to obtain quorum, all members are welcome to attend, and meeting is open to the public.

5.2 SGILC: L. Vilness, J. Peacock, C. Cartwright-Owers, and C. Oleskevich attended quarterly SGILC meeting (Jan. 31, 2024); focus on CRD funding allocation model and initiating SGILC library best practises for operations. SGILC meetings are going well, productive, more collaboration and combining of services; included discussion on new Strategic Plan, aligned goals, in-person meetings and library tours.

5.3 BCLTA: BCLTA AGM is April 23<sup>rd</sup>, L. Vilness attending. Currently BCLTA is focused on funding advocacy; L. Vilness is presenting a session on “Working effectively together” at BCLA conference in April 2024. C. Cartwright-Owers attended the BCLTA online workshop “Board Essentials”, informative and insightful.

5.4 TRC: Another 3<sup>rd</sup> SENĆOTEN language workshop on Mar. 20, 2024, in partnership with TRC group on Pender and WSÁNEĆ school board; focus on language learning and history of language suppression and Indigenous culture.

#### 5.5 Trustees Nominations

**Motion** to move the meeting in-camera by L. Vilness, seconded by J. Peacock, carried.

**Motion** to resume regular business meeting by L. Vilness, seconded by J. Peacock, carried.

**Motion** to accept the roster of vetted candidates for Board Trustees as presented by the Board Development Committee by L. Vilness, seconded by L. Ragan, carried.

6. Items for upcoming agenda: Board executive, Board Committee membership, authorized signers

#### 7. Board reflections

Departing Trustees (L. Ragan, R. Dawson, D. Wilson) are happy to be leaving but also sad to see this chapter in their life closed; thankful for the Board working together and with patience in mind; grateful to see new faces joining the Board. Board members thanked departing Trustees for their hard work and dedication, many expressed feelings of accomplishment.

8. Adjournment at 11:25 am

Next meetings:

AGM: March 13, 2024, at 9:30 am, in-person and by Zoom

March 27, 2024 (time TBD)